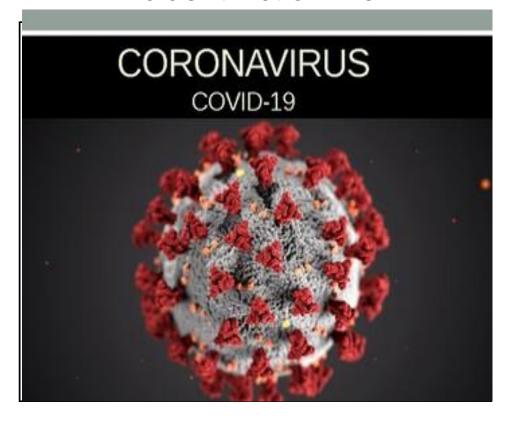
# MFD Covid-19

**Incident Action Plan** 



6/4/2021

Inc	ident Object	tives	<ol> <li>Incident Name</li> </ol>	2. D	ate Prepared	3. Time Prepared	
	_		MFD Covid-19		6/2/2021	1500	
4. O	perational Period	(Date and	Time)				
	6/4/202	21	0900				
5. G	General Control Ob	jectives for	the Incident (include Alte	rnatives)			
1	1 Fire Suppression Ops will be maintained according to current policy and procedure.						
2	2 Fire Prevention Ops will be amended to conform with ICS 213 (FPB) as attached.						
3	EMS Ops will be	e performe	ed according to protocols	and CD	C guidance.		
4	Disinfect Facilit	ties and wo	orkspace according to IC	S 213 (S	Sanitation)		
5	Monitor Employ	ee Temper	atures daily according to	ICS 21	3 (Employee Hea	lth)	
6	6 Don and Doff PPE as needed according to guidance for SAFETY reasons.						
7	7 In public and/or when unable to maintain distancing, wear a cloth mask at minimum.						
6. W	Veather Forecast f	for Operation	onal Period				
		• •	- lower 90s with a mix o			•	
		v 70's. Th	e potential for severe we	eather w	vill occur during t	he operational	
perio	od.U						
0 0							
	General Safety Mes	ssage					
			ropriate. Disinfect your	workspa	ace and vehicles a	s recommended.	
Hand	dwashing is vital.	Maintain s	social distancing as much	as situa	itions allow.		
8. A	ttachments (check	k if attache	d)				
V	Organization List	t (ICS 203)	✓ Medical Plan (	ICS 206)			
	Assignment List	(ICS 204)	□ Incident Map				
V	Communications	Plan (ICS	205) 🔲 Traffic Plan				
	1	0 Proporo	d by (PSC)	10	Approved by (IC)		
	ICS-202	э. гтераге	a by (F 30)	10.	Apploved by (IC)		
ICS-202			HECK		1000	PTED	

ORGA	ANIZATION A	SSIGNMENT LIST	9.	Operations S	ection
Incident Name		MFD Covid-19	Chief		Chief Heck
2. Date	6/2/2021		Deputy		
Operational Perio	·		a.	Branch I - 1st	Shift
	ent Command		Branch Dir		Asst. Chief Rhodes
Incident Commande		Argent/Heck/Moser	Station # 1		Captain Coughlin
Deputy	-	FIRE (Chief Heck)	Station # 2		Captain M. Podlogar
Safety Officer		Markwood	Station # 3		Captain M. Burgasser
Information Officer		Wagner	Station # 4		Captain Spicocchi
Liaison Officer		Canfora	b.	Branch II - 2n	· · ·
	cy Represent	·	Branch Dir		Assistant Chief Harbaugh
The Incident Con		Name	Station # 1		Captain Anderson
Mayor	Kathy Catazaro		Station # 2		Captain Davis
Safety Director	Barb Sylvester	•	Station # 3		Captain Bard
Health	Terri Argent		Station # 4		Captain D. Podlogar
Streets	Lee McBride		C.	Branch III - 3	
Dispatch	Cody Post		Branch Dir		Captain Knapp
Police	Keith Moser		Station # 1		Captain Schweier
	1 11 11 11 11		Station # 2		
			Station # 3		Captain Castile
			Station # 4		Captain Flynt
			d.		Fire Prevention
			Branch Dir		Captain Ganoe
7. Plann	ning Section		Branch Bil	COLOI	- Cap cam buries
Chief		Chief Heck			
Offici		CANON Y ACCA	10.	Finance Sec	tion
			Chief	T III all 100 COS	Chief Heck
			Deputy		
			Time Unit		
			Procureme	ent I Init	
			Comp/Clai		
Technical Specialist	ts (name	/ specialty)	Cost Unit	III3 OTIIC	
Anita Combs	, 1	IT	Cost Offic		
Samantha Walters		IT/Nixle			
Linda Benson		Administrative			
Tom Burgasser		ICS Consult			
. Jili vai gassei		250 9010410			
8. Logist	tics Section				
Chief		Chief Heck			
Deputy	+	Onio, ricen			1
Service Branch Dir.	+				
Support Branch Dir.					
Supply Unit	·				
Facilities Unit			Droporod	by (Resource Unit Lea	der
Ground Support Uni	i+		Frepared t	by (Resource Offic Lea	u <del>c</del> i,
Communications Un	111.		-		ACCEPTED
Medical Unit	+		$\overline{}$		7.00L1 1LD
Security Unit	+				
Food Unit					

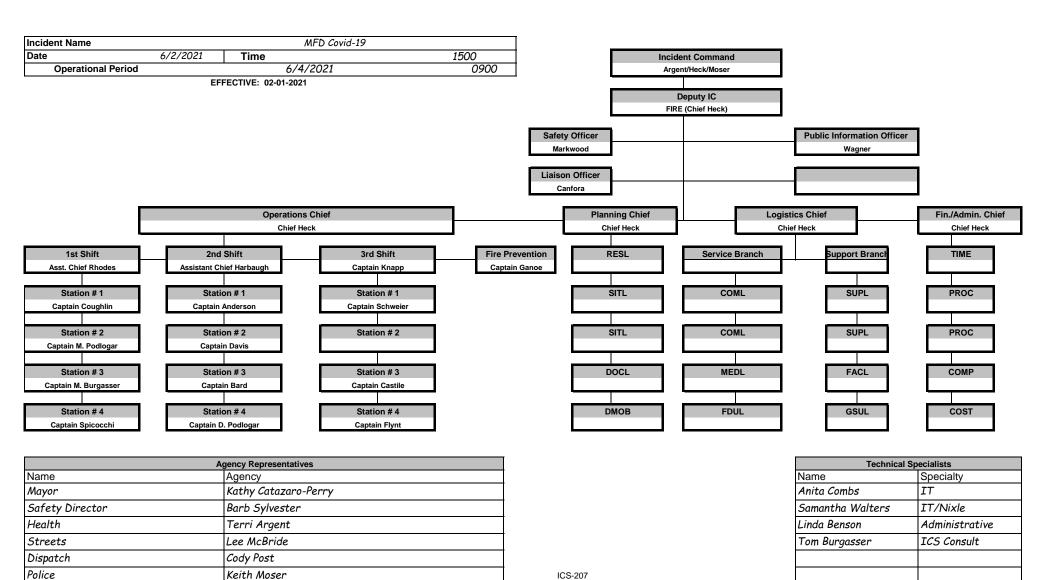
#### ICS Form 205

INCIDE	NT RADIO CO	OMMUNICATIONS	1. Incident Name	2. Date/Time Prepared	3. Operational Date/Time	Period	
				MFD Covid - 19	6/2/2021	6/4/2021 0900 -	7/2/2021 0859
		4. Basic	Radio Chann	el Utilization			
System/Cache	Channel	Function	Frequer	ncy/Tone	Assig	nment	Remarks
MASSILLON POLICE DEPARTMENT	MASS PD DISPATCH	DAILY OPERATIONS	800	MHz			
MASSILLON POLICE DEPARTMENT	MPD 2	SPECIAL OPERATIONS	800 MHz				
MASSILLON FIRE DEPARTMENT	MASS FD DISPATCH	DAILY OPERATIONS	800 MHz				
MASSILLON FIRE DEPARTMENT	MFD 2	SPECIAL OPERATIONS	800 MHz				
MUTUAL AID CHANNEL	MAC	INTEROPERABLE	800 mhz				
HEALTH DEPT.		CELL PHONE					
SKYWARN	SKYWARN MONITORING						
5. Prepared by (Com	munications Unit):	ACCEPTED					

### ICS Form 205A

INCIDENT CELL COMMUNICATIONS PLAN		1. Incident Name	2. Date/Time Prepared	3. Operational I Date/Time	Period	
	MFD Covid - 19	6/2/2021	6/4/2021 0900 -	7/2/2021 0859		
	4. CELL PHONE UT	ILIZATION				
FIRE CHIEF	MATT HECK		REDACTED			
OPERATIONS SECTION CHIEF	MATT HECK		REDACTED			
ASSISTANT CHIEF	PAUL HARBAUGH		REDACTED			
ASSISTANT CHIEF	PAT RHODES		REDACTED			
SAFETY	PAUL MARKWOOD		REDACTED			
PIO	TAMMY WAGNER		TAMMY WAGNER REDACTED			
LIAISON	MIKE CANFORA		REDA	CTED		
Prepared by (Communications Unit) SIGNED AND ACCEPTED						

Madical Blan		lı	Incident Name Date Prepared Time Prepared Operational					Perio	od	
Medical Pla	n	Cov	id -19 Response	6/2/2021		1500		6/4/20	)21	
			5. Incident	Medical Aid St	ations					
				_					Param	nedics
Medical Aid	Statio	ns		Location					Yes	No
									162	NU
				rananartation						
A. Ambulance Service	200		0. I	ransportation						
A. Allibulative Service	662								Param	nedice
Name				Address			Ph	one		
									Yes	No
Ambulance Assoc				ndon NW Canton,				2-1113	X	
EMT Ambulan Stark Summit Amb		,		ve. West Massillo eet South Massillo				2-2273 7-9806	X	
Stark Summit Amb	Jululice		1310 Elle 3016	eet South Mussin	JII, UIT	44040	330-63	7-3600		
B. Incident Ambulan	ces						l .			
							Param	nedics		
Name				Loc	ation				Yes	No
Medic 1			233	Erie Street South	Massille	on OH 44646			X	INO
Medic 2				17 - 17th St. NW Massillon, OH 44647						
Medic 3				955 Wales Rd. NE Massillon, OH 44646						
Medic 4			2720	2720 Erie Street South Massillon, OH 44646						
Medic 5			233	233 Erie Street South Massillon, OH 44646						
			7	7. Hospitals						
			,	<u> </u>	el Time	Ι	Hel	ipad	Burn (	Center
Name			Address			Phone				
	2600	S. L. S. S. S.		Air	Grnd	222 452 224	Yes	No	Yes	No
			/ Canton, OH 44710 NE Massillon, OH 446	546	14 5	330-452-9911 330-834-1111	Х			X
			NW Canton, OH 4470		17	330-489-1000	Х	Х		X
Wicrey Wiediedi	1320 171	icicy Di. i	vv canton, on 4470	,,,	17	330 403 1000	^			
							<u> </u>			
			8. Medical E	mergency Pro	cedure	5				
<ol> <li>Maintain situational</li> </ol>		eness.								
2. Practice social distar										
3. Limit the number of	caregi	ivers if po	ssible.							
ICS-206 Prepare	ed by (	Medical	Unit Leader	Reviewed	by (Saf	ety Officer)				
NFES 1331						ACCEPTE	Đ			



# **ICS 213**

		Gen	eral Message (Overview)		
Incident Name	Date Prepare	d:	Time Prepared:		
MFD Covid-19		5/2/2021	1500		
Operational Period Date: Operational Period Time:			d Time:		
6/4/2021			0900		
Message:					
The City of Massillon has established	d an ICS with Unific	ed Command.			
2. The Incident Commanders are: Hea	lth Commissioner A	rgent, Fire Chie	f Heck, Police Chief Moser.		
3. The Operations Section Chief is: Ch	hief Heck.				
4. There will be a single operational pe	riod: from 6/4/202	21 at 0900 hour	s until 7/2/2021 at 0859 hours.		
5. All personnel will have access to ICS	5 information on the	station compu	ters.		
6. Policies and procedures may change	frequently and will	be updated regi	ularly.		
7. Employees may ask questions by usir	ng the Word docume	ent contained in	the IAP folder on the Q Drive		
	Operations Que	estions.docx			
8. Answers to previous Operations Que	estions posed are fo	ound in ICS 213	(Guidance).		
9. Access to Q drive from the outside Stations has been sent to all personnel via email.					

Prepared By:	ICS Position:
Matt Heck	PSC
Approved By:	ICS Position:
ACCEPTED	

#### **Incident Action Plan**

Approved By:

ACCEPTED

### ICS 213 General Message (Standing Orders)

Incident Name	Date Prepa	ared:	Time Prepared:	
MFD Covid-19		6/2/2021	1500	
Operational Period Date:	•	Operational Perio	d Time:	
6/4/2021		0900		
Message:				
wiessage.				
This document details current standing order	rs to be carried thro	ugh the current IAP:		
1. Off-site tours involving an entire shift may	occur effective 6/4	/2021		
2. Group Station tours can be resumed effec	tive 6/4/2021 with լ	orecautions.		
3. Training and small group tours can return	to normal operation	ns effective 6/4/2022	l.	
4. You are directed to spend no more time a	t the hospital than a	absolutely necessary	on EMS runs.	
5. Outside Stations are directed not to spend	d any more time at S	Station # 1 than abso	lutely necessary.	
6. Non-employee visitors are permitted to en	nter the Stations eff	ective 6/4/2021.		
7. Employees who have been fully vacinated	may consider wear	ing surgical masks or	n routine EMS calls.	
Prepared By:		ICS Position:		
Matt Heck		PSC		

ICS Position:

#### ICS 213 General Message (Employee Health)

Incident Name	Date Prepared:	Time Prepared:		
MFD Covid-19	6/2/2021	1500		
Operational Period Date:	Operational Period Tim	e:		
6/4/2021		0900		

#### Message:

The following guidance is provided in consultation with Health Department officials and IC's:

- 1. It is the expectation that employees who are symtom free and not officially quarantined come to work.
- 2. Hand-washing effectively and repeatedly has proven to be an effective aid to preventing contamination.
- 3. Self-monitoring includes: taking temperatures and assessing for signs and symptoms such as cough, chest congestion, and any other contagious symptoms such as nausea and/or vomiting.
- 4. Self-monitoring will be conducted at the start of each shift:
  - --temperatures no longer need to be recorded; however, abnormal temps should be reported to the OIC
- 5. If an employee's family member is ill: maintain social distancing which may mean self-isolation of the family member or the employee to avoid becoming ill.
- 6. Employees who exhibit symptoms of coronavirus must stay home.
- 7. Employees may return to work following coronavirus illness when:
  - --free of fever (without the use of medication) for 24 hours, and
  - --other symptoms have improved (dry cough is permitted; productive cough is not), and
  - --at least ten (10) days have passed since symptom onset
- 8. Employees with questions or need case by case review may contact Christine Gogerty (Health Nurse):
  - --330-830-1713 during business hours
  - --330-832-9811 (PD) after hours

Prepared By:	ICS Position:
Matt Heck	PSC PSC
Approved By:	ICS Position:
ACCEPTED	

Matt Heck
Approved By:

ACCEPTED

### ICS 213 General Message (Fire Prevention)

Incident Name	Date Prepa	red:	Time Prepared:	
MFD Covid-19		6/2/2021	1500	
Operational Period Date:		Operational Period Time:		
6/4/2021			0900	
Marana				
Message:				
This document details Fire Prevention activities	s and response for	the operational per	iod:	
1. Fire safety inspections can return to normal	methods effective	e 6/4/2021.		
2. Fire Investigations can return to normal me	thods effective 6/4	l/2021.		
3. Fire Prevention employees shall have self-m	nonitoring per ICS 2	213 (Employee Heal	th)	
4. In the event of staffing shortage, employees	s may be placed in	to the Firefighting D	ivision per the Fire Chief.	
		I		
Prepared By:		ICS Position:		

PSC

ICS Position:

#### **Incident Action Plan**

#### ICS 213 General Message (Sanitation)

Incident Name	Date Prepared:	Time Prepared:		
MFD Covid-19	6/2/2021	1500		
Operational Period Date:	Operational Period Ti	Operational Period Time:		
6/4/2021		0900		

#### Message:

In consultation with Health Dept. Officials, Safety Officers, and CDC Guidance:

- 1. Employees are reminded to wash their hands repeatedly and using good technique.
- 2. Employees are to disinfect appropriate surfaces in the Fire Stations at the start of every shift.
- 3. Additionally, Stations shall be disinfected more frequently as the OIC prescribes.
- 4. Ambulance compartmentalization and patient isolation shall be done in accordance with CDC guidance.
- 5. Ambulances are to be disinfected after each call by wiping down surfaces with disinfectant.
- 6. Ambulances are also disinfected by fogging according to the following schedule (which may be modified):
  - --Monday at 0715 hours: Medic 1 (every other week)
  - --Tuesday at 0715 hours: Medic 2 (every other week)
  - --Wednesday at 0715 hours: Medic 5 (every other week)
  - --Thursday at 0715 hours: Medic 3 (every other week)
  - --Friday at 0715 hours: Medic 4 (every other week)
- 7. Ambulances will be fogged after transport of suspected or confirmed Covid 19 patients as follows:
- --BVM Ventilation
- --Nebulized Medication Administration
- --CPAP
- 8. Ambulance fogging procedure is found at 213 (Guidance) #8 Ambulance Fogging Procedure
- 9. Dolfin Pods spray solution will be used for sanitizing equipment and stations as per Guidance.
- 10. When sanitizing SCBA Facepieces, use ONLY MSA approved cleaning solution.

Prepared By:	ICS Position:
Matt Heck	PSC
Approved By:	ICS Position:
ACCEPTED	

#### ICS 213 General Message (Staffing)

Incident Name	Date Prepared:	Time Prepared:	
MFD Covid-19	6/2/2021	1500	
Operational Period Date:	Operational Period Tin	Operational Period Time:	
6/4/2021		0900	

Message:
----------

- 1. In consultation with the OIC and the OSC, there may be times when staffing increases to 15 employees.
- 2. In the event the fire department is unable to staff 13 employees on duty per day due to illness:
  - --Stations 2, 3, and 4 will revert to two (2) man companies
  - --Station 1 will staff an ambulance with two (2) employees
  - --Station 1 will staff an engine with three (3) employees
  - --Station 1 will have an Assistant Chief or OIC on duty
- 3. In the event the fire department is unable to staff 12 employees on duty per day due to illness:
  - --Station 1 will staff an engine with two (2) employees
  - --all other aspects of #2 above remain the same
- 4. In the event the fire department is unable to staff 11 employees on duty per day due to illness:
  - --operational changes may occur to limit fire suppression tactics based on safety
  - --operational changes may occur to limit run volume
  - --operational changes may occur to minimize staffing level depletion
  - --operational changes may occur to place support staff into the firefighting division temporarily

Prepared By:	ICS Position:
Matt Heck	PSC
Approved By:	ICS Position:
ACCEPTED	

### ICS 213 General Message (Forced Overtime)

	Genera	ii Message (Forced Overtime)
Incident Name	Date Prepared:	Time Prepared:
MFD Covid-19	6/2/2021	1500
Operational Period Date:	Operational Period T	ime:
6/4/2021		0900
Massage		
Message:		
This procedure outlines the means by which	employees will be forced to rema	in on duty past their regularly
scheduled shifts. This procedure will not be	utilized unless the fire departm	ent is unable to maintain 13
employees on duty per day through the norm	al means of filling overtime.	
1. The lowest employee in seniority will remo	iin working or be called in to worl	k from the off-going shift.
2. That employee will be placed at the botto	om of a list and will not be forced	l again until everyone above
him who is able to be forced to work on ar	ny given day has also been forced	
3. This is irrespective of rank.		
4. Every effort will be made to keep employ	ees from working more than fort	y-eight (48) hours straight but
that may prove to become impossible and I	will have to be modified on a case	e by case basis.

Prepared By:	ICS Position:
Matt Heck	PSC
Approved By:	ICS Position:
ACCEPTED	

Prepared By:

Approved By:

ACCEPTED

Fire Chief

### ICS 213 General Message (Family Isolation)

Incident Name	Date Prepa		Time Prepared:	
MFD Covid-19		6/2/2021	1500	
Operational Period Date: 6/4/2021		Operational Perio	d Time: 0900	
0/4/2021			0900	
Message:				
1. There currently is a limited availability for	· employees	to isolate from t	heir families.	
2. Interested employees should contact the	Chief regar	ding the possibilit	ty.	
3. Things to consider:				
The facility currently available has no tele	vision nor c	able access		
The facility currently available has no inte	rnet access	; (you'd have to b	ring a hot spot or use data)	
The facility currently available has a no sn	noking policy	у		
The facility currently available has rules a	bout respec	cting property and	d their religious beliefs	
There are departmental rules as well				
4. There may be additional facilities with oth	ner feature:	s/restrictions tha	at may become available	
5. As those become available, employees will be so notified.				

ICS Position:

ICS Position:

PSC

Prepared By:

Approved By: ACCEPTED

Matt Heck

#### **ICS 213**

# General Message (Employee Quarantine)

Incident Name	Date Prepared:	Time Prepared:
MFD Covid-19	6/2/2021	1500
Operational Period Date:	Operational Per	iod Time:
6/4/2021		0900
Magazza		
Message:		
1. There currently is a limited availability for	employees to quarantine f	rom their families.
2. Quarantined employee candidates are thos	se who are experiencing syn	nptoms of Covid - 19
3. Quarantine shall take place at the Red Roo	of Inn 5353 Inn Circle N.	Canton, OH 44720
4. Employees shall contact the IC, OSC, or S	O immediately if this is ned	cessary
5. To ensure safety, quarantined employees v	vill provide daily CAN repor	rt to the OIC by 1000 hours
6. Additionally, employees shall contact IC, (	OSC, or SO if they need ass	sistance during this time
7. More details will follow on this with future	e operational periods	

ICS Position:

ICS Position:

PSC

#### Incident Action Plan

## 100 242

IIICIUCIII ACIIOII FIAII	103 213			
	General Message (Guidance)			
Incident Name	Date Prepared:		Time Prepared:	
MFD Covid-19	6/2/202	?1	1500	
Operational Period Date:	Operation	nal Period Tim	ie:	
6/4/2021			0900	
Message:				
This area details access to medical guidance:				
1. Current CDC Guidance for EMS		Updated Cl	DC Guidelines for EMS 03-10-2020.p	
2. Non-Transport Guidance for EMS per SCMCB			id non transport.docx	
3. Non-Transport Algorithm for EMS per SCMCB		EMS Non-transport Guidance.pdf		
4. Procedures for Donning and Doffing PPE		PPE Don-Doff Procedures.pdf		
5. CDC PPE Guidelines		cdc ppe guidelines and removal instructions .pd		
6. Memo from State EMS Medical Director re: trea	itment	Memo from	State Medical Director.docx	
7. Stark County MCB Covid-19 Update Packet		COVID-19	03-18-2020 UPDATE PACKET.pdf	
8. Ambulance Fogging Procedure		Ambu Stat	Policy (Amended 3_31_2020).pdf	
9. Training Video Support		Training Vic	deo Memo.docx	
10. Covid-19 Transport Protocol Updated: 03-26-20	020	Updated Co	OVID-19 Protocols Amended 03-27-2	
11. Covid-19 Procedures Update: 03-26-2020		SCMCB CO	OVID-19 Guidelines 3-26-20.pdf	
12. Updated Guidance on PPE from Dr. Richardson 04-09-2020		Updated Pl	PE Guidance 4-9-2020.pdf	
140		1 1 10	THE THE PRESENCE OF THE PROPERTY OF THE PROPER	

- 13. Fillable Injury/Exposure Report Form 14. Mask Sterilization Procedure
- 15. First Responder Covid 19 Testing Procedure
- 16. Dolfin Pods Sanitizing Procedure
- 17. Dolfin Pods Tablets SDS Information
- 18. Transport Change for Aultman Massillon 4-14-2020
- 19. Mercy N95 Mask Collection Procedure
- 20. Positive Test Result Dispatch Notification
- 21. Nursing Home Response Letter
- 22. Battelle Mask Sterilization Marking Procedure
- 23. Training Guidance
- 24. ppe Guidance Clarification (05-26-2020)

This area details access to City policies and information:

- 1. City of Massillon Declaration of Emergency
- 2. City of Massillon Emergency Operations Plan
- 3. City of Massillon current IAP
- 4. Families First Coronavirus Response Act
- 5. Governor's Required Workplace Poster
- 6. Operational Questions for 3-27-2020 ANSWERED:
- 7. Operational Questions for 4-3-2020 ANSWERED:
- 8. Day Care Resource dated 4-6-2020:
- 9. Family Child Care Resource dated 4-6-2020:

Injury Illness Incident Form - Fillable PDF.pdf Mask Sterilization Procedure.pdf

Responder Testing Procedure.pdf Dolfin Pods Sterilization Memo.pdf

Dolfin Pods Literature.pdf

Aultman Massillon Transport 4-14-2020.pdf Mercy N95 Mask Collection Procedure Positive Test Result Dispatch Notification.pdf

Nursing Home Response.pdf Mask Sterilization BATTELLE.pdf

Training Guidance.docx

PPE Guidance Clarification 5-26-2020.docx

Declaration of Emergency.pdf Massillon Emergency Operating Plan.docx

Families First Coronavirus Response Act.pdf Massillon Governmental Workplace Poster.png Operations Questions Answered 3-27-2020 Operations Questions Answered 4-3-2020

Pandemic Child Care Centers.pdf Pandemic Home Child Care.pdf

Prepared By:	ICS Position:
Matt Heck	PSC
Approved By:	ICS Position:
ACCEPTED	

# **SAFETY MESSAGE**

Incident:	Covid -19 Response	Date Prepared:   Time: 6/2/2021 1500
	Operational Period:	6/4/2021 at 0900 hours to 7/2/2021 at 0859 hours
Maior Ha	zard and Risks:	
$\sum$	Spread of the virus through droplets	
$\sum$	Community Contamination	
$\rightarrow$		
$\supset$		
Narrative:		
	lunch periods, please maintain social dista	
	EMS procedures that cause aerosolization	-
	te using the minimum number of staff neces	ssary to complete objectives.
	taminate in between patients or clients.	in a given area
	he number of congregated people and staff hands oftenWASH HANDS OFTEN!!	ili a given area.
		vour workensoo
	procedures on disinfecting and sanitizing	your workspace.
	procedures on disinfecting vehicles.	
	Governor DeWine's updates.	vehoite if unable to watch live
	Sovernor's updates are rebroadcast on his v	
	ss the City required Operational Poster thro oyees exposed to Positive Covid - 19 patien	
	nit to First Responder Testing procedure if s	
	tor the County Alert Levels and adhere to a	
14. WOIII	tor the County Alert Levels and adhere to ap	ppropriate guidennes.
Prepared	Bv:	
SAFETY (		